

CLAY COUNTY BOARD OF COMMISSIONERS
5:00 PM, TUESDAY, NOVEMBER 26, 2024
Meeting Room A / B – 3rd Floor – Courthouse
MINUTES

The Clay County Board of Commissioners met in regular session with the following Commissioners present: Paul Krabbenhoft, Frank Gross, Jenny Mongeau, Kevin Campbell, and David Ebinger. Others present: County Administrator Stephen Larson, HR Director/Asst. Administrator Darren Brooke, and Communications Coordinator Jacqueline Finck.

Call to Order

Commissioner Ebinger called the meeting to order at 5:00 p.m.

Approval of Agenda

On motion by Commissioner Campbell, seconded by Commissioner Gross and unanimously carried, the Board approved the agenda.

Citizens to be Heard

There were no citizens to be heard.

Approval of Payment of Bills and Vouchers

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved the bills and vouchers totaling \$1,470,417 from 138 vendors. There were 101 warrants issued under \$2,000 (\$50,937) and the following 37 were over \$2,000.

Internal Revenue Serv	\$ 255,105	WEX Health, Inc.	\$ 9,145
Clay Co Public Health	\$ 217,130	Moorhead Public Service	\$ 8,707
MN PERA	\$ 175,424	Stantec Consulting Services, Inc.	\$ 7,156
Otter Tail Public Health	\$ 120,307	RDO Equipment Co.	\$ 6,000
A & R Roofing Co., Inc.	\$ 95,535	Surface Pros, LLC	\$ 5,910
Becker County Public Health	\$ 69,528	New Roots Midwest	\$ 5,665
Wilkin Co Public Health	\$ 53,556	Uline	\$ 5,661
Chiller Systems Inc	\$ 53,510	Swanston Equip Corp	\$ 5,500
MinKo Construction, Inc.	\$ 50,598	Valley Mortuary Services	\$ 3,954
Grotberg Electric Inc	\$ 42,336	Solutions Behavioral Health PC	\$ 3,347
NetCenter Technologies	\$ 41,253	Becker County Environmental Svcs	\$ 3,271
Mn Dept Of Revenue	\$ 33,727	Ramsey County Med Exam	\$ 3,122
Gehrtz Construction Services, Inc	\$ 32,975	Minnkota EnviroServices, Inc.	\$ 2,974
D-D Moore LLP	\$ 23,153	Culinex, Inc.	\$ 2,900
Lemke Home Improvements, Inc	\$ 21,106	Innovative Office Solutions, LLC	\$ 2,610
Historical & Cultural Society Of Clay Co	\$ 16,781	Xcel Energy	\$ 2,521
Advanced Engineering & Environmental	\$ 13,000	Otis Elevator, Inc.	\$ 2,185
Dakota Plains Mechanical, Inc.	\$ 12,604	Jarman's Midwest Cleaning Systems Inc.	\$ 2,046
Flaherty & Hood, P.A.	\$ 9,165		

Approval of Minutes from November 12, 2024

On motion by Commissioner Gross, seconded by Commissioner Krabbenhoft, and unanimously

carried, the Board approved the minutes from November 12, 2024.

Legislative Update from Representative Heather Keeler, Senator Rob Kupec, and Representative Jim Joy

Representative Keeler discussed the Clay County Psychiatrist Residential Treatment Facility (PRTF), attendance and truancy study group, and homelessness.

Senator Kupec discussed the PRTF, sustainable aviation fuel, County Emergency Manager funding, County weed agents, homelessness, electronics recycling, flood mitigation, childcare, a skills training center, and rural EMS task force.

Representative Joy discussed support for the PRTF, 911 fees, paid family leave, and reduced taxes.

Commissioner Mongeau thanked Representatives Keeler and Joy and Senator Kupec for taking the time to speak and for all their work with regards to PRFT and EMS.

Commissioner Campbell thanked Representatives Keeler & Joy and Senator Kupec for all the work on the PRTF and also touched based on homelessness.

Commissioner Gross discussed his appreciation to Representatives Keeler & Joy and Senator Kupec, for all they have done.

Commissioner Krabbenhoft congratulated those that were re-elected and discussed looking forward to future collaboration.

Commissioner Ebinger agreed with the previous remarks and appreciates all the work and collaboration from Representatives Keeler & Joy and Senator Kupec.

Request Approval to Replace a Social Worker Position in Child Protection Services

Social Services Director, Quinn Jaeger stated this position is being vacated in the Child Protection Case Management unit due to a resignation. The caseload activities for the Social Worker in this position consist of on-going child protective services, out of home placement activities, filing court petitions, case planning and working with community providers/stakeholders. This position is responsible for meeting MN DHS/DCYF mandates regarding child protection services. This position does generate some Child Welfare (CW)-Targeted Case Management (TCM) revenue to help support the position depending on client eligibility.

Commissioner Campbell noticed that this position has a lot of turn over and asked if exit interviews are being conducted. HR Director, Darren Brooke said exit interviews are sent out, some people return them and some don't. Commissioner Campbell asked if these employees are taking positions within the County or if they are leaving the County all together. Mr. Jaeger stated it varies, and that there is a lot of lateral movement within the department as well.

On motion by Commissioner Gross, seconded by Commissioner Campbell, and unanimously carried, the Board approved the replacement of the Social Worker position within the Case Management Unit with backfill should there be an internal appointment.

Request Approval of Resolution 2024-34 for Department of Natural Resource Funding

County Engineer Justin Sorum stated this is the annual resolution for the DNR Funding for the Agassiz Recreational Trail that runs from Ulen 5 miles north to the north county line.

On motion by Commissioner Mongeau, seconded by Commissioner Krabbenhoft, and unanimously carried, the Board approved Resolution 2024-34 for DNR Funding for the Agassiz Recreational Trail.

RESOLUTION OF THE CLAY COUNTY

BOARD OF COMMISSIONERS

Approving Clay County as Legal Sponsor for Application for DNR Trail Assistance Programs Effective Fiscal Year 2025-2026

RESOLUTION 2024 - 34

WHEREAS, Clay County desires to maintain trails for the enjoyment of the public and will act as legal sponsor for an application for the DNR Trails Assistance Program, the MN DNR Grant-in-aid Trail Permit; and

WHEREAS, Clay County may enter into agreement with the State of Minnesota for the Polk-Norman-Clay Agassiz Recreational Trail, heretofore known as the Agassiz Recreational Trail, for the portion of the trail existing in Clay County; and

WHEREAS, Clay County will comply with all applicable laws and regulations as stated in the grant contract agreement(s), permits and by all applicable federal and state laws and regulations; and

WHEREAS, Clay County recognizes and assigns Clay County Administrator Stephen Larson who will act as a fiscal agent on behalf of Clay County; and

WHEREAS, Clay County approves this resolution to be effective for acting as the legal sponsor for trail administration annually for future grant applications and permits.

NOW THEREFORE BE IT RESOLVED that Clay County agrees to continue to act as legal sponsor for the above applications and agreements of the DNR Trails Assistance Program until such time that Clay County rescinds this sponsorship beginning Fiscal Year 2026.

Request Approval to Replace Electronic Storage Appliance

Technology Services Director, Rory Schmitz stated one of the current storage appliances is 5-years old and nearing its end-of-life and is needing replacement. Three quotes were received with the lowest being from Marco, with a Pure Storage branded appliance in the amount of \$99,034.33.

On motion by Commissioner Mongeau, seconded by Commissioner Gross, and unanimously carried, the Board approved the purchase of an electronic storage appliance from Marco in the amount of \$99,034.33.

BREAK

The Board took a break from 5:51 p.m. to 6:01 p.m.

TRUTH IN TAXATION

Discuss 2025 Budget and Proposed Property Tax, Public Comment and Questions

County Administrator Stephen Larson presented the Clay County Budget & Tax Levy for 2025 operating budget including the summary of 2025 tax levy by funds; a breakdown of the Clay County Tax Levy; breakdown of Clay County budgeted Expenditures; Clay County budget history; Summary of revenues and expenditures by department; 1st Tier valuation limit for Agricultural Homestead; Homestead market value exclusion; real estate tax projections/comparison; summary of estimated market values and tax capacity for the past 20 assessment years; and where Clay County ranks for taxes, charges for services, and total expenditures based on 2021.

David Kragnes from Felton, MN approached to Board and discussed his concerns regarding increased taxes on agricultural land, increases to the County budget, and funds to build the new Department of Motor Vehicle (DMV).

Discussion ensued regarding the construction and funding for the new DMV building.

Mr. Larson stated it's requested for he and the County Auditor-Treasurer to bring forward a resolution for final adoption of the 2025 budget on December 17, 2024. This will provide the opportunity to go through the budget on final time. The only funding in this budget that is not designated for specific operations are the Internal Service Fund and the \$250,000.00 for insurance costs starting in 2026.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Gross, and unanimously carried, the Board approved to bring forward a resolution at the December 17, 2024 Board meeting, to adopt the final 2025 budget.

Committee Reports/County Administrator Update/Discussions

- Commissioner Mongeau reported on meetings for Planning Commission; Red River Basic Committee; SWAC; MCCJPA; Metro COG Policy Board; Metro COG Open House 15th Ave Study; met with Matt Jacobson and Steve Larson regarding the Buffalo Ridge Project (a solar project in southern Clay County, east of Barnesville); Lakeland Mental Health Center - Finance; City of Moorhead meeting for the PRTF; Dilworth City Council; Clay County owned Lands committee; PRTF meeting; met with Ryan Erdman from Extension for planning next year's meetings; and Lakeland Mental Health Center.
- Commissioner Campbell reported on meetings for Prairie Lakes Municipal Solid Waste Authority; SWAC; MCCJPA; FM Diversion Authority; and WCRWD.
- Commissioner Gross reported on meetings for PIC; Metro COG Open house for 8th Ave in Dilworth; Partnership4Health; WCRWD; and County-owned lands committee.
- Commissioner Krabbenhoft reported on meetings for Clay County Collaborative; Historical & Cultural Society Finance committee; Clay County HRA; Family Resource Center; Wild Rice Watershed District One watershed One Plan; and meeting/Press Conference for Churches United.
- Commissioner Ebinger reported on meetings for PIC; Restorative Practices Advisory Committee; Clay County Substance Abuse Committee; FM Diversion Authority; Lake Agassiz Regional Library; Patnership4Health; and meeting/Press Conference with Churches United; met with Rory Beil and Jason McCoy to discuss the Tobacco Ordinance.

- County Administrator Stephen Larson reported on meetings for PIC; met with Representative Keeler and 3 other State Representatives regarding PRTF Bill language so it's ready to be jacketed; worked with Joe Olson on operational costs; Intergovernmental Retreat meeting; GIS Day; met with Jill Murray regarding the assessing process; met with Robert Wilson with Cass County regarding budgets & RRRDC; SWAC; met with Matthew Jacobson and Eric Dodds from AE2S regarding planning and zoning around SE-4 SE-5 standpoint; MCCJPA; ; met with Matt Jacobson and Commissioner Mongeau regarding the Buffalo Ridge Project (a solar project in southern Clay County, east of Barnesville); WCRWD; Churches United Event; Government Center Emergency Procedures Review meeting ; meeting with Dan Mahli regarding shared issues between the City and the County; encouraged the Board to look at their committee assignments for the upcoming year; Clay County owned Lands committee; lastly, the County will be closed on November 28th and 29th, for Thanksgiving.

Mr. Larson discussed that the Chamber will be holding a Minnesota Legislative Session event on Tuesday, December 17, 2024, and stated that the meeting would take place during the scheduled Clay County Commissioners Board meeting, but if there was interest from the Commissioners, the Board meeting could be moved back to 9:30 a.m., to accommodate the additional meeting.

On motion by Commissioner Mongeau, seconded by Commissioner Campbell, and unanimously carried, the Board approved to move the meeting on December 17, 2024 to 9:30 a.m.

On motion by Commissioner Krabbenhoft, seconded by Commissioner Ebinger, and unanimously carried, the Board approved to cancel the December 24, 2024 Board Meeting.

Adjourn

The meeting was adjourned at 7:27 p.m.

David Ebinger, Chair
County Board of Commissioners

Stephen Larson, County Administrator